

ADDENDUM PACKET INSTRUCTIONS

CDP ADDENDUM Format Checklist

CDP ADDENDUM FORMAT CHECKLIST	Location
Primarily update the appropriate sections (include red-line version)	
I. Executive Summary	
A. Name of Applicant.	
B. Table of total CDQ allocation request in percent.	
D. Description of the managing organization.	
E. Goals/objectives and milestones of the addendum.	
F. Description of the CDP projects in the proposed addendum.	
G. Management strategy to accomplish CDP project(s).	
H. Description of the target fisheries.	
I. Harvesting & processing partner information.	
J. Benefits to the region.	
K. Level of local participation.	
L. Other.	
INTRODUCTION	
II. Community Information	
C. How the CDP would use or enhance existing:	
1. Harvesting capabilities;	
2. Processing capabilities;	
3. Support facilities; and	
4. Human resources.	
III. Benefits to the Region	
A. Goals of the addendum.	
B. Economic opportunities provided through employment from CDQ project(s).	
C. How the addendum will generate new capital and or equity for fish or processing opportunities.	
D. Efforts taken to include residents from non-CDQ regions (where appropriate).	
E. Stimulation on Alaska's economy in both CDQ and non-CDQ communities.	
F. Cooperative efforts with other CDQ groups (where appropriate).	
G. Benefits to the Bering Sea/Aleutian Island region.	
H. Other information which may assist in the evaluation of the addendum	
IV. CDQ Organization Information	
B. Managing Organization Qualifications:	
1. Description of management structure;	
2. How management is qualified to:	
a) Carry out CDP project(s), and	

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b) Manage the harvest of CDQ allocations while preventing overages;	
3. List of key personnel, including contract personnel;	
4. Legal relationship between CDQ group and managing organization (if different):	
a) Contracts or other binding agreements;	
C. Business Information:	
1. Organization chart of all divisions, subsidiaries, joint ventures, and partnerships, listing:	
a) Legal structure, state of registration, and percentage of ownership, and	
b) Legal documents regarding the relationships within the chart;	
4. For each business relationship, including joint ventures, partnerships, loans, corporations, and harvesting/processing arrangement, provide legal/contractual description of:	
a) The relationship, including:	
(1) Management services, and	
(2) Audit control services;	
b) All funding and financing plans, including;	
c) Distribution of proceeds, including:	
(1) A summary of all profit sharing and or royalty arrangements;	
d) Other contractual agreements including legal, lobbying, audit, accounting, allocation management, investment research, fund management and similar services per 6 AAC 93.025(a)(10).	
D. Harvest/processing management information:	
1. For each target fishery, provide:	
a) Harvesting and/or processor information,	
b) How gear type will conserve and maximize utilization of resource,	
c) Support for bycatch and PSQ allocation requests:	
(1) plan to reduce bycatch and discards,	
d) Past bycatch and discard data,	
e) Past and proposed utilization data, products and yield, including:	
(1) Plans for creating full retention and utilization of quota,	
f) Past and proposed inshore and offshore deliveries,	
g) History of fishery violations (if applicable),	
h) Processing information,	
i) Marketing information, and	
j) The RFP (or like process) engaged in when developing harvesting / processing partner relationship.	
E. Other CDQ organization information which may assist in the evaluation of the addendum.	

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VI. Confidential petition and stamped confidential pages	
<i>Part Two. Community Development Plan Information</i>	
I. Community Development Information	
A. Community Development Project	
1. Provide a CDQ project form for all:	
a) Proposed For-Profit projects,	
c) Proposed Non-Profit projects,	
e) Proposed Infrastructure projects,	
B. Comprehensive Milestone Table for all:	
1. Proposed projects listed in Part II, Section A; and	
2. Active projects listed in Part II, Section A.	
II. Budgets	
A. General budget for entire CDP period by calendar year, including:	
1. Income from all CDQs and CDP projects; and	
2. Expenditures for all projects and administration.	
B. Detailed current year annual budgets listing:	
1. Income from all CDQs and CDP projects as reflected in the projects listed in Part II, Section A;	
2. Expenditures from the CDQ group as reflected in the projects listed in Part II, Section A; and	
3. Administrative expenses - detailed with administrative expenses by project.	
III. Fish Plan	
A. Table of total crab CDQ allocation request in percent.	
D. For each crab target fishery, provide:	
1. CDQ organization contact, including:	
a. Name, address, phone and fax numbers;	
2. Plan to prevent overages;	
3. A description of the target fishery:	
a. Proposed fishing periods (be specific on start and stop days),	
b. Gear storage plans,	
c. Number of pots,	
d. Tank inspections, and	
e. Any other pertinent information;	
4. Vessel information:	

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a. Harvesting partner, including contact name, address, phone and fax numbers,	
b. Vessel name,	
c. Federal permit number,	
d. ADF&G vessel number,	
e. Length over all (LOA),	
f. Vessel type,	
g. Will vessel also fish in the main License Limitation fishery,	
h. CFEC card number (when known),	
i. USCG safety approval,	
j. MCI or equivalent MARSAT communication capability, and	
k. Vessel diagram showing:	
1. Location of observer accommodations, including sleeping and work areas,	
2. Weighing station, and	
3. Observer sampling station; and	